

PLEASE BE ADVISED THAT THIS PUBLIC MEETING OF THE WASHINGTON COUNTY COMMISSIONERS IS VIDEO AND AUDIO LIVE-STREAMED ON THE COMMISSIONERS' FACEBOOK PAGE AND YOUTUBE. IF YOU HAVE NOT SIGNED IN AND ARE PRESENT AT THIS MEETING, PLEASE DO SO, SO THAT WE HAVE ACCURATE RECORDS.

AGENDA THURSDAY, JANUARY 18, 2024

1. **Opening of Meeting**
 - a. Prayer **Reverend Ken Custer**
Grace United Methodist Church
 - b. Pledge of Allegiance **Patrick Garman**
US Army Veteran
2. **Approval of Meeting Minutes** Minute No. 1177
January 4, 2024
3. **Special Order of Business**
Proclamation **Leslie Ridge**
Human Trafficking Awareness Month District Attorney's Office

(RECESS FOR PHOTOS)

4. **Public Comments**

THE VIEWS AND OPINIONS EXPRESSED BY THE SPEAKERS DURING PUBLIC COMMENT ARE EXCLUSIVELY THOSE OF THE SPEAKERS AND DO NOT REFLECT OR REPRESENT THOSE OF THE WASHINGTON COUNTY BOARD OF COMMISSIONERS AND HAVE NOT BEEN VERIFIED.

5. **The Board of Commissioners' Response**
6. **Old Business**
 - a. Change Order – Planning
 - b. RFP Award – Purchasing
 - c. RFP Contract Extension – Purchasing
 - d. Donation – Purchasing

7. **New Business**

- a. Board Appointments – Chief Clerk
- b. Agreement – Chief Clerk
- c. Resolution – Chief Clerk
- d. Training – Chief Clerk
- e. Representative Change – Chief Clerk
- f. Contract – Planning
- g. Contract – Planning
- h. Certification of Funds – Planning
- i. RFP - Planning
- j. Commercial Agreement – Finance
- k. Policy Renewal – Finance
- l. Grant – Finance
- m. Provider Agreement – Children & Youth Services
- n. Provider Agreement Addendums – Behavioral Health & Developmental Services
- o. Agreement Addendum – Behavioral Health & Developmental Services
- p. Agreement – Behavioral Health & Developmental Services
- q. RFP – Purchasing
- r. RFP – Purchasing
- s. RFP – Purchasing
- t. RFP/Bid – Purchasing
- u. Service Agreements – Purchasing
- v. Agreement – Purchasing

8. **Announcements**

An Executive Session to discuss personnel and litigation was held at 10 a.m. on Wednesday, January 16, 2024, following the Agenda Meeting. The regularly scheduled Salary Board and Sinking Fund Commission meetings will immediately follow today's adjournment.

9. **Solicitor**

Tax refunds in the amount of \$4,724.87

10. **Adjournment**

OLD BUSINESS
January 18, 2024

A.	<p><u>CHANGE ORDER - PLANNING</u></p> <p>Planning respectfully requests the Commissioners approve a Change Order with Mackin Engineering in the amount of \$4,757 for additional hours for project closeout activities. The increased total amount of \$130,826.67 is 100% federally funded.</p>
B.	<p><u>RFP AWARD – PURCHASING</u></p> <p>Purchasing, on behalf of Human Services, respectfully requests the Commissioners approve an RFP Award for Joint Transitional and Rapid Rehousing Program for the Mon-Valley Region to Union Mission of Latrobe, Inc., Latrobe, PA for the provision of housing support services for individuals and families experiencing homelessness.</p> <p>If approved the award will be effective under the terms and conditions of the U.S. Department of Housing and Urban Development grant and will be valid for a period of one year. Total grant funding eligible will be \$280,000, while the contract amount with Union Mission of Latrobe, Inc. will be \$271,600.</p>
C.	<p><u>RFP CONTRACT EXTENSION – PURCHASING</u></p> <p>Purchasing, on behalf of Adult Probation, respectfully requests the Commissioners approve the RFP contract extension for Automated Drug Testing via the Thermo Mindray BA800 analyzer with instrument consumables, lab information systems and Reagent Plus service with Microgenics Corporation/Thermo Fisher Scientific, Fremont, CA.</p> <p>If approved, the contract extension will be effective January 1, 2024 through December 31, 2028.</p>
D.	<p><u>DONATION – PURCHASING</u></p> <p>Purchasing, as per Section 1805 of the County Code governing the sale or disposition of personal property of the County, respectfully requests the Commissioners authorize a resolution for the donation of a 2008 Ford economy van from the Sheriff’s Department to the Washington County Regional SWAT Team, who has formerly requested the donation, has completed the “Application for Donation,” and has met all required criteria.</p>

NEW BUSINESS
January 18, 2024

A.	<p><u>BOARD APPOINTMENTS – CHIEF CLERK</u></p> <p>Chief Clerk respectfully requests the Commissioners approve the follow board appointments: Andrew Nixon to the Authority Board; Nick Sherman to the Conservation District Board; Jason Ewart to the Farmland Preservation Board; Dr. John Six to the Hospital Authority Board; Andy Walz to the Industrial Development Authority Board; Tom Flickinger to the Planning Commission Board; Dr. Leslie Midla to the Library System Board; Electra Janis to the Southwest Pennsylvania Commission (SPC); and the reappointment of William Paxton to the Farmland Preservation Board.</p>
B.	<p><u>AGREEMENT – CHIEF CLERK</u></p> <p>Chief Clerk, on behalf of the Coroner, respectfully requests the Commissioners approve an agreement with Timothy Uhrich, Esquire to provide solicitor services for the Coroner’s office. The agreement is in the amount of \$200/month, is retroactive to October 26, 2023, and shall be continuous until terminated by either party.</p>
C.	<p><u>RESOLUTION – CHIEF CLERK</u></p> <p>Chief Clerk, on behalf of Public Safety, respectfully requests the Commissioners adopt a resolution authorizing Nick Sherman, the Chairman of the Board, to electronically sign all grant documents related to PEMA administered grants, which require an electronic signature.</p>
D.	<p><u>TRAINING – CHIEF CLERK</u></p> <p>Chief Clerk, on behalf of Information Technology, respectfully requests the Commissioners approve the cost of training, lodging, and all travel related fees, within the rules of the County’s travel policy, for two employees (Carrie Fundy and Sara Masullo) to attend the Laserfiche Conference training in Las Vegas, NV, on April 22-25, 2024. The cost will be approximately \$2,500/person and will be paid through IT’s Operating Budget.</p>
E.	<p><u>REPRESENTATIVE CHANGE – CHIEF CLERK</u></p> <p>Chief Clerk, on behalf of Public Safety, respectfully requests the Commissioners designate V-COMM of Edison, New Jersey, as the County Representative and Jerry Coleman, Public Safety Director, as the alternate County Representative referred to in the contract between Washington County and MRA, dated August 24, 2023, for the installation of the Public Safety Radio System, and to further direct V-COMM to conduct an immediate Audit of equipment purchased by the County to date, and prepare an Assessment and Report to the Board of Commissioners, concerning the progress of MRA under its contract with the County and make recommendations to the Board before any further draw requests are approved. It is the intention that this Motion concerning progress payments requested by MRA be consistent with the Court Order issued by Judge Gilman, dated October 27, 2023, in the case of Peters Township, North Strabane Township et al., v. Washington County, et al. – Case No. 2023-6170.</p>

F.	<p><u>CONTRACT – PLANNING</u> Planning respectfully requests the Commissioners approve a contract with Kymberly A. Secreet in the amount of \$400/month for animal control services at Mingo Creek, Cross Creek, Ten Mile Creek parks and the County’s portion of the Panhandle Trail. This contract will be effective January 1, 2024 through December 31, 2024.</p>
G.	<p><u>CONTRACT – PLANNING</u> Planning respectfully requests the Commissioners approve a contract with the Pennsylvania Trolley Museum, Inc., in the amount of \$4,000, to provide group tours of the Washington County Courthouse. This contract will be effective January 1, 2024 to December 31, 2024.</p>
H.	<p><u>CERTIFICATION OF FUNDS – PLANNING</u> Planning respectfully requests the Commissioners certify the funds, in the amount of \$100,967.66, collected in 2023 from Clean and Green roll back taxes, and reserve in a restricted account for Farmland Preservation easement purchases.</p>
I.	<p><u>RFP - PLANNING</u> Planning respectfully requests the Commissioners authorize the advertising for proposals from qualified engineering/planning firms to complete the new application for the Washington County Fairgrounds NPDES Permit. This permit is required for development projects at the Fairgrounds.</p>
J.	<p><u>COMMERCIAL AGREEMENT – FINANCE</u> Finance, on behalf of the Redevelopment Authority of the County of Washington, respectfully requests the Commissioners approve a commercial agreement between the County of Washington and the Beech Group, Inc. for Hangar #11 located at 185 Airport Road, Suite 200, Washington, PA. This agreement will be for the general services, protective storage and maintenance of aircrafts and other vehicles, and equipment for the daily operations of RS Aviation business. The cost for this agreement will be \$5,824 per annum (the total square footage is based on the leased office space of 10,400 square feet).</p>
K.	<p><u>POLICY RENEWAL – FINANCE</u> Finance respectfully requests the Commissioners approve and ratify a policy renewal for workers’ compensation coverage with Encova. The policy premium will not exceed \$200,000 and will be effective January 1, 2024 through January 1, 2025. In addition to the premium, the policy will require the renewal of a letter of credit from Washington Financial.</p>
L.	<p><u>GRANT – FINANCE</u> Finance, on behalf of Public Safety, respectfully requests the Commissioners approve and ratify a Building Resilient Infrastructure and Communities (BRIC) grant application to update the Hazard Mitigation Plan for Washington County, as required under federal law.</p>

M.	<p><u>PROVIDER AGREEMENT – CHILDREN & YOUTH SERVICES</u> Children & Youth Services respectfully requests the Commissioners approve a provider agreement with Children’s Hospital of Pittsburgh for comprehensive evaluations for children who are suspected victims of physical or sexual abuse or human trafficking. The agreement authorization amount is \$100,000 and will be for the period of July 1, 2023 through June 30, 2024. No additional county funds are required.</p>
N.	<p><u>PROVIDER AGREEMENT ADDENDUMS – BHDS</u> Behavioral Health & Developmental Services respectfully requests the Commissioners approve the recommended provider agreement addendums for a total increase of \$121,457 for the period July 1, 2022 through June 30, 2023. No additional county funds are required.</p> <p>Providers include: Center for Community Resources, Inc. (MH and ID); Healing Bridges; Positive Steps Therapy, LLC.</p>
O.	<p><u>AGREEMENT ADDENDUM – BHDS</u> Behavioral Health & Developmental Services respectfully requests the Commissioners approve an agreement addendum with the BHC Advanced Services, Inc. to remove ARC Human Services as a subcontractor and add the Mental Health Association and AMI, Inc. as subcontractors for supportive housing services. All other terms of the original agreement remain unchanged, and no county funds are required.</p>
P.	<p><u>AGREEMENT – BHDS</u> Behavioral Health & Developmental Services respectfully requests the Commissioners approve an agreement with Southwest Behavioral Health Management, Inc. for the implementation of a Community-Based Care Management program for the period of January 1, 2024 through December 31, 2024. The contract authorization amount is \$215,553, and no county funds are required.</p>
Q.	<p><u>RFP – PURCHASING</u> Purchasing respectfully requests the Commissioners authorize the advertising for proposals for Auditing Services.</p>
R.	<p><u>RFP – PURCHASING</u> Purchasing, on behalf of Buildings & Grounds, respectfully requests the Commissioners authorize the advertising for proposals for temporary beam shoring.</p>
S.	<p><u>RFP – PURCHASING</u> Purchasing, on behalf of Public Safety, respectfully requests the Commissioners authorize the advertising for proposals for a Land/Mobile Radio Network.</p>
T.	<p><u>RFP/BID – PURCHASING</u> Purchasing, on behalf of Buildings & Grounds, respectfully requests the Commissioners authorize the advertising for bids for the courthouse dome leak repair.</p>

U.	<p><u>SERVICE AGREEMENTS – PURCHASING</u></p> <p>Purchasing, on behalf of Information Technology, respectfully requests the Commissioners approve payment, in the amount of \$31,902.75, to RBA for the annual software and maintenance renewal services effective January 1, 2023 through December 31, 2024.</p> <ul style="list-style-type: none">• Systems and new software upgrades at a cost of \$23,016• GUI Client Software Maintenance at a cost of \$4,677.75• Tax Assessment Maintenance at a cost of \$4,209
V.	<p><u>AGREEMENT – PURCHASING</u></p> <p>Purchasing, on behalf of the Correctional Facility, respectfully requests the Commissioners approve emergency rehabilitative treatment for an inmate with PAM Long-term Rehabilitative Hospital of Pittsburgh at a rate of \$2,200/day.</p>

The Washington County Commissioners met in regular session in Public Meeting Room G-16, in the Crossroads Center at 95 West Beau Street, Washington, Pa., with the following members in attendance: Commissioners Nick Sherman, Electra Janis and Larry Maggi. Also present were Solicitor Gary Sweat; Chief Clerk Cindy Griffin and Administrative Assistant Debbie Corson; Chief of Staff Daryl Price; Executive Assistants Patrick Geho, and Randi Marodi; Clerk of Courts Ray Phillips; Controller April Sloane; Register of Wills James Roman; Human Resources Assistant Director Andrea Johnston; Financial Analyst Adam Petris; Pastor Linda Mankey, East Buffalo Church; US Army Veteran Jessica Lockett; Dia Hoffrage, Washington County Authority; Michael Pierce, Veteran's Affairs; Jodi Borello, The Center for Coalfield Justice; Mike Jones, Observer-Reporter; and resident Katy Spara.

Mr. Sherman called the meeting to order at approximately 2:01 p.m. and announced the meeting was being video and audio live streamed through YouTube and via the Commissioners' Facebook page.

Mr. Sherman introduced Pastor Linda Mankey from East Buffalo Church, who led the meeting in prayer.

Mr. Maggi introduced US Army veteran Jessica Lockett, who led the meeting with the Pledge of Allegiance.

Mr. Sherman entertained a motion to approve Minute No. 1176, dated December 14, 2023.

Moved by Ms. Janis; seconded by Mr. Maggi, approving Minute No. 1176, as written.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

None.

RECESS FOR PHOTOS

PUBLIC COMMENT

The following Washington County residents provided public comment:

Jodi Borello from The Center for Coalfield Justice asked if a company named Tenaska had approached Commissioners to discuss the tri-state CCS Oak Grove injection well for carbon capture.

COMMISSIONERS' RESPONSES

Mr. Sherman responded asking Ms. Borello to make an appointment with his Executive Assistant, as the public meetings do not have a question and answer forum.

OLD BUSINESS

CONTRACT EXTENSION

Solicitor Sweat recommended the Board, on behalf of Planning, approve a three-month contract extension with Harshman CE Group for survey services on farms being preserved under the Farmland Preservation Program. The original contract expired January 21, 2023, and a one-year addendum was executed to extend the terms of the original contract to January 21, 2024. This will extend the contract up to April 21, 2024 allowing for continuity on farms currently going through the easement process. All terms and conditions of the original contract remain in effect.

Moved by Ms. Janis, seconded by Mr. Maggi, approving a three-month contract extension with Harshman CE Group, effective through April 21, 2024.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

CHANGE ORDER

Solicitor Sweat recommended the Board, on behalf of Planning, approve a contract Change Order with Beavers Marine Storage, LLC in the amount of \$10,450 for a variance for the ADA accessible access point on the new fishing pier in Cross Creek Park. The increased total contract amount of \$987,716 will be paid with Cross Creek Gas Lease Funds.

Moved by Ms. Janis, seconded by Mr. Maggi, approving a Change Order with Beavers Marine Storage, LLC in the amount of \$10,450.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

BID AWARD

Solicitor Sweat recommended the Board, on behalf of Purchasing and the Correctional Facility, award the bid for milk to Schneider's Dairy Inc., Pittsburgh, PA, as their submitted bid met with minimum pricing standards established by the Milk Marketing Board. The contract will be effective January 1, 2024 through December 31, 2026, with automatic year-to-year renewals unless otherwise terminated pursuant to the 30-day written notice termination clause.

Moved by Ms. Janis, seconded by Mr. Maggi, awarding the bid for milk to Schneider's Dairy Inc., effective January 1, 2024 through December 31, 2026.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

BID CONTRACT PURCHASE

Solicitor Sweat recommended the Board, on behalf of Purchasing and Buildings & Grounds, authorize payment of \$65,907 for demo, pipe replacement, inspection, backfill and concrete repair near the Caldwell Building loading dock and entrance. Service will be performed by McVehil Plumbing, Heating & Supply Co., Inc., Washington PA, our contract of record.

Moved by Ms. Janis, seconded by Mr. Maggi, authorizing payment of \$65,907 for Caldwell Building repair work performed by McVehil Plumbing, Heating & Supply Co.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

BID EXTENSIONS

Solicitor Sweat recommended the Board, on behalf of Purchasing and Veteran's Affairs, extend the bid contract for Veterans' markers with All Quality Memorial Markers, Smoketown, PA, at an estimated annual cost of \$15,000. The contract will be effective March 1, 2024 through February 28, 2025, under the same contract terms and conditions.

Moved by Ms. Janis, seconded by Mr. Maggi, extending the bid contract with All Quality Memorial Markers for \$15,000/year, effective March 1, 2024 through February 28, 2025.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Solicitor Sweat recommended the Board, on behalf of Purchasing, extend the bid contract for provision, installation and repairs of law enforcement radio equipment with Crystal Sounds Systems, McMurray, PA, at the submitted rates for 2024/2025. All other bid conditions remain in full force and effect. This contract will be effective March 1, 2024 through February 28, 2025, under the same contract terms and conditions.

Moved by Ms. Janis, seconded by Mr. Maggi, extending the bid contract with Crystal Sounds Systems, effective March 1, 2024 through February 28, 2025.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

RFP/BID AUTHORIZATION

Solicitor Sweat recommended the Board, on behalf of Purchasing and Buildings & Grounds, authorize the advertising for outdoor equipment repairs and maintenance as the current agreement will expire this Spring.

Moved by Ms. Janis, seconded by Mr. Maggi, authorizing the advertising for outdoor equipment repairs and maintenance.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

DRAFT

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval, the reappointments of William West, Patrick Geho, and John Rheel to the Tax Assessment Board and the appointment of Bill Iams as the Chair of the Farmland Preservation Board.

Moved by Ms. Janis, seconded by Mr. Maggi, approving the board reappointments and Chair appointment.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of the Register of Wills, presented to the Board for their consideration and approval, an agreement with Steve Toprani, Esquire to provide solicitor services for the Register of Wills office. The agreement is in the amount of \$200/month, is effective January 1, 2024, and shall be continuous until terminated by either party.

Moved by Ms. Janis, seconded by Mr. Maggi, approving the \$200/month agreement with Steve Toprani, Esquire, effective January 1, 2024.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, an agreement with Sweat Law Offices as the County solicitor. The agreement is in the amount of \$165,000/year, will be effective January 4, 2024, and shall be continuous until terminated by either party.

Moved by Ms. Janis, seconded by Mr. Maggi, approving an agreement with Sweat Law Offices in the amount of \$165,000/year, effective January 4, 2024.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and Court Administration, presented to the Board for their consideration and approval, a one-year office cleaning agreement with ARC Human Services for the new MDJ office space at 3000 Park Place Drive, in Washington. This agreement will be effective January 1, 2024 through December 31, 2024, at an estimated cost of \$3,900/year or \$75/cleaning.

Moved by Ms. Janis, seconded by Mr. Maggi, approving an office cleaning agreement with ARC Human Services at an estimated cost of \$3,900/year or \$75/cleaning, effective January 1, 2024 through December 31, 2024.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and Aging Services, presented to the Board for their consideration and approval, a service agreement with Waste Management for weekly trash removal at the Claysville Senior Center. This agreement will be \$233.16/month for the first year, with an 8% fee increase each subsequent year until the term ends on December 31, 2028.

Moved by Ms. Janis, seconded by Mr. Maggi, approving a service agreement with Waste Management \$233.16/month for the first year, with an 8% fee increase each subsequent year, effective through December 31, 2028.

Roll call vote taken:

Ms. Janis – Yes; Mr. Maggi – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

There being no further business, Chairman Sherman declared the meeting adjourned at approximately 2:16 p.m.

THE FOREGOING MINUTES WERE SUBMITTED FOR APPROVAL:

_____, 2023

ATTEST: _____
CHIEF CLERK

DRAFT